

**MINUTES**  
**WEST LAFAYETTE REDEVELOPMENT COMMISSION**  
**609 West Navajo St., West Lafayette, Indiana**  
**Council Chambers**  
**February 19, 2014**

The meeting was called to order at 8:30 a.m.

The Pledge of Allegiance was recited.

Secretary Curtis called the role.

Present: Peter Gray, Larry Oates, Johari Miller-Wilson, Bob Schauer, Steve Curtis

Absent: Janet Elmore

**Old Business:**

Minutes

Commissioner Miller-Wilson moved to approve the minutes of the January 22, 2014 Redevelopment Commission meeting. Commissioner Curtis seconded. The minutes were approved as written 5-0.

Project Updates

Public Works Director Dave Buck updated the Commission on the following projects:

- Happy Hollow Road Project – Land acquisition is continuing. Permit application process is underway. Utility work plans have been reviewed and approved. Project has been moved to a July letting. Construction engineering responses for project inspection services have been received and are under review.
- Cumberland Avenue Ph. III Project – Open house scheduled for this evening at Cumberland Elementary School. Several exhibits detailing the various aspects of the project will be displayed. Land acquisition is progressing with several claims in process. A proposed June bid opening is anticipated with construction occurring from August 2014 – October 2015.
- Salisbury Street Ph. III Project – Land Acquisition is wrapping up will and continue through March. Utility relocations have started. A preconstruction meeting has been held with Milestone. Discussions regarding keeping the street open during construction and traffic signal coordination have been scheduled. Construction will be from March to August 2014.
- Navajo St., Ph. I Project – Project is for curb and sidewalk repairs and overlay of Navajo Street from Salisbury Street to Indian Trail. Design work is 50% complete. Preliminary plans are being reviewed. Bidding is scheduled for April and construction to occur this summer to coordinate with the Salisbury Street Project.

- Mid-Block Crossings Project – Bid opening will be in early March. Construction is scheduled from May to August 2014.
- Northwestern Ave. Ph. III – Project is the continuation of the revamp of Northwestern Ave. from Lindberg Road to North Street through the Purdue campus. Initial survey work has begun. A design meeting with Butler Fairman & Seufert has been scheduled.

Parks Superintendent Joe Payne updated the Commission on the following projects:

- Cattail Trail Extension Project – Project is moving ahead. Construction is expected to begin in July with substantial completion this year and final completion (landscaping etc.) in spring 2015. Efforts to include lighting on the trail segment and road section between the Northwestern-Sagamore intersection to Cumberland Ave. are underway.
- Happy Hollow Park Ravine Footpath Repair – Work should resume in March.
- Happy Hollow Park – Installation of new picnic tables should begin next month in preparation for use in April.

Parks Stewardship Director Dan Dunten updated the Commission on the following project:

- Right of Way Maintenance Project – Dan Dunten described the five different areas for included in the Right of Way Maintenance Project. A complete packet with maps has been sent to five different companies for quotes. The 2014 spending plan includes allocations in each TIF District for the landscaping and maintenance. Quotes are scheduled to be opened at the March 4 Board of Works meeting.

Development Director Chandler Poole updated the Commission on the following projects:

- Wabash Landing Parking Garage Lighting Upgrade Project –New Lights have been installed and project has been completed.
- Fire Station No. 3 – Issues found in the one-year inspection have been corrected except those that are weather dependent such as caulking, exterior painting, flashing and concrete work.

Chandler Poole also indicated that an agreement for the 720 Building Road Improvement Project will be presented at the March meeting.

#### Other

There was no further old business.

#### **New Business:**

#### Review of Financial Schedules

The financial schedules were presented. Questions were requested.

### Payment of Claims

#### **KCB TIF Claims**

**\$96,265.57**

Commissioner Gray moved to pay the KCB TIF claims. Commissioner Miller-Wilson seconded.

The roll call vote:

**Aye:** Gray, Miller-Wilson, Oates, Schauer, Curtis

**Nay:**

The motion to approve the payment of the KCB TIF claims in the total amount of \$96,265.57 passed 5-0.

#### **Levee/Village TIF Claims**

**\$43,359.50**

Commissioner Miller-Wilson moved to pay the Levee/Village TIF claims. Commissioner Curtis seconded.

The roll call vote:

**Aye:** Gray, Miller-Wilson, Oates, Schauer, Curtis

**Nay:**

The motion to approve the payment of the Levee/Village TIF claims in the total amount of \$43,359.50 passed 5-0. Additional claims previously approved by the Board of Works on behalf of the Redevelopment Commission were provided for reference.

### Request to Authorize Board of Works Approval for ROW Acquisition – Cumberland Ave. Ph. III

Dave Buck provided a spreadsheet of the Cumberland Avenue Phase III right-of-way acquisition parcels. To keep the project moving forward, Board of Works approval to pay the claims for accepted offers was requested. Commissioner Curtis moved to grant the West Lafayette Board of Works the authority to act on behalf of the West Lafayette Redevelopment Commission in the acquisition of right-of-way for Cumberland Avenue Phase III in an amount not to exceed \$6,575.00. Commissioner Miller-Wilson seconded.

The roll call vote:

**Aye:** Gray, Miller-Wilson, Oates, Schauer, Curtis

**Nay:**

The motion passed 5-0.

### Agreement – Wintek – Salisbury Fiber Installation Project

Dave Buck requested approval of the agreement to complete fiber installation along Salisbury Street from the south property line of the former Burtsfield School property up Salisbury Street to US 52 where there is a gap in fiber connectivity. Wintek is already onsite preparing the route for the school corporation to install fiber on Salisbury Street from Happy Hollow School up to the Burtsfield site. The installation would provide fiber on all of Salisbury Street from the south end of town up to Kalberer Road which is vital for the Salisbury Street and the ATMS project. Commissioner Schauer moved to approve the amended agreement on the Salisbury Street Fiber Installation which include the insurance clause between the City of West Lafayette Redevelopment Commission and Wintek Corporation in an amount not to exceed \$22,000.00 for installation of fiber along Salisbury Street in West Lafayette. Commissioner Gray seconded.

The roll call vote:

**Aye:** Gray, Miller-Wilson, Oates, Schauer, Curtis

**Nay:**

The motion passed 5-0.

#### Resolution RC 2014-4– Transfer of Funds

The resolution transfers funds in the Sagamore Parkway Allocation Fund from Development Incentives to the Infrastructure Improvements. Commissioner Curtis moved to approve Resolution RC 2014-4 A Resolution Requesting the Transfer of Funds in the amount of \$22,000 from the Sagamore Parkway TIF District Development Incentives Fund into the Sagamore Parkway TIF District Infrastructure Improvements/Capital Outlays Fund. Commissioner Gray seconded.

The roll call vote:

**Aye:** Gray, Miller-Wilson, Oates, Schauer, Curtis

**Nay:**

The motion passed 5-0.

#### Resolution RC 2014-3 A Resolution to Amend the Purchasing Policy

Commission President Oates explained the amendment to the purchasing policy is at his request. The amendment adds Section 6.02 and pertains to purchases under \$10,000. The amendment allows for the purchase of smaller items in order to keep departments moving; especially on equipment purchases. Commission approval of payment of related claims is still required. Section 6.03 is amended to read for Purchases *between* \$10,000 and under \$50,000 (previously read for purchases *under* \$50,000). Commissioner Miller-Wilson moved to approve Resolution RC 2014-3 A Resolution Amending the West Lafayette Redevelopment Commission Purchasing Policies. Commissioner Curtis seconded.

The roll call vote:

**Aye:** Gray, Miller-Wilson, Oates, Schauer, Curtis

**Nay:**

The motion passed 5-0.

#### Resolution RC 2014-5 A Resolution Declaring an Economic Development Area – 231 North and Resolution RC 2014-6 A Resolution Declaring an Economic Development Area – 231 Purdue

Commissioner Curtis moved to approve Resolution RC 2014-5 A Resolution of The City of West Lafayette Redevelopment Commission Declaring an Area in the City of West Lafayette as an Economic Development Area and Approving an Economic Development Plan for Said Area specifically known as 231 North and also Resolution RC 2014-6 A Resolution of the City of West Lafayette Redevelopment Commission Declaring an Area in the City of West Lafayette as an Economic Development Area and Approving an Economic Development Plan for Said Area specifically known as 231 Purdue. Commissioner Gray seconded. Commission President Oates commented these areas are part of the newly annexed area along the 231 corridor. A map which outlined the boundaries of the two different TIF Districts was displayed and explained by Chandler Poole. Richard Starkey from Barnes & Thornburg LLP distributed a tentative time table of the process for the creation of the two TIF areas. The various required steps were reviewed by Mr. Starkey. He stated the base assessment date for both areas would be March 1, 2013. A tax impact statement will be prepared by the Commission Financial Consultant Jim Treat for distribution. Commission Attorney Tom Brooks, Jr. confirmed that Mr. Starkey has been retained to work on behalf of the Redevelopment

Commission and will be paid from the City's General Fund. Treasurer Rhodes stated that as increment is received, according to state statute, the General Fund will be reimbursed up to \$50,000 for each of the new TIF districts. The Commission voted on the motion to approve Resolution No. RC 2014-5 A Resolution of the City of West Lafayette Redevelopment Commission Declaring an Area in the City of West Lafayette as an Economic Development Area and Approving an Economic Development Plan for Said Area which will be commonly known as the 231 North TIF District.

The roll call vote:

**Aye:** Gray, Miller-Wilson, Oates, Schauer, Curtis

**Nay:**

The motion passed 5-0.

The Commission voted on the motion to approve Resolution No. RC 2014-6 A Resolution of the City of West Lafayette Redevelopment Commission Declaring an Area in the City of West Lafayette as an Economic Development Area and Approving an Economic Development Plan for Said Area which will be commonly known as the 231 Purdue TIF District.

The roll call vote:

**Aye:** Gray, Miller-Wilson, Oates, Schauer, Curtis

**Nay:**

The motion passed 5-0.

### Other

Police Chief Jason Dombkowski requested approval to repurpose funds, currently allocated for ½ cages and gun racks, for laptop mounting systems and installation for six patrol cars. Deputy Chief Leroux explained that quotes were reviewed from three different companies. Commissioner Gray moved to approve repurposing the 2014 Spending Plan line item for Police Department patrol car ½ cages in the amount of \$6,400 and the line item for Police Department patrol car gun racks in the amount of \$800 to pay for laptop mounting systems for six cars including installation costs in an amount not to exceed \$7,200. Commissioner Miller-Wilson seconded.

The roll call vote:

**Aye:** Gray, Miller-Wilson, Oates, Schauer, Curtis

**Nay:**

The motion passed 5-0.

There was no further new business.

### Public Comment

Public Comment was requested. Mayor Dennis commented due to the relocation of city offices, the location of the next meeting has yet to be determined. Commission President Oates thanked the Commissioners who participated in the State Street Master Plan meetings. The next meeting date was confirmed:

**Wednesday, March 12, 2014 @ 8:30 a.m.**

### Adjourn

There being no further new business, Commissioner Miller-Wilson moved to adjourn. Commissioner Schauer seconded. The meeting adjourned at 9:48 a.m.

Approved:

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Lawrence T. Oates  
President

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Stephen B. Curtis  
Secretary